

BEAR RIVER CITY
REGULAR COUNCIL MEETING MINUTES

January 6, 2016
7:00 pm Civic Center

COUNCIL MEMBERS PRESENT: Mayor Bruce Anderson, Outgoing/Newly Elected Council Members Bruce Blake, Jared Holmgren, Council Members Kendall Julander, Tyler Barnes, Outgoing Council Member Trisha Wurtz, Newly appointed Council Member Patti Andersen, Town Clerk Sue Holmgren, Deputy Clerk/Treasurer Carol Andreasen.

VISITORS: Heather Checketts, Sheriff Kevin Potter

Welcome and Introductions: Mayor Anderson

Pledge of Allegiance: Mayor Andersen

Invocation: Mayor Anderson

BUSINESS

1. MINUTES-Council Member Blake stated on page 3 Item # 13, the date on the last line should read January 9th not December 5th. Council Member Barnes motioned the minutes of December 2, 2015 be approved with the stated correction. Council Member Holmgren seconded the motion, all voted in approval.

2. BILLS-Department heads reviewed and initialed bills to be paid or which have been paid. The bills were read aloud and Council Member Holmgren motioned the bills be approved, second by Council Member Julander, Council Members Wurtz, Blake, Holmgren, Julander, and Barnes voted in favor.

3. THANK YOU-Mayor Anderson thanked Council Member Wurtz for her time and effort as City Council Member for the last 4 years. Mayor Anderson gave Council Member Wurtz a Thank You card and a gift card from the City Council Members, himself, Recorder Holmgren and Deputy Recorder/Treasurer Andreasen. Council Member Wurtz stated it has been a good time working with everyone.

4. OATH OF OFFICE-Newly elected Council Members Bruce Blake, Jared Holmgren and appointed Council Member Patti Andersen each took the Oath of Office which was administered by Town Clerk, Sue Ann Holmgren.

5. SHERIFF REPORT – Sherriff Potter stated each City in the County is assigned a Deputy. If the Deputy is available, they will attend City Council Meetings and if they can't make it they will contact the Mayor. The Deputy will generate reports for the Council Members to review. Deputy Blanchard is the new deputy for Bear River City. Sherriff Potter left his card with his contact information if anyone needs to get in touch with him. Mayor Anderson mentioned the City will be putting up speed limit signs on 4600 West from the Church to the Cemetery. There seems to be some speeding on that road. Council Member Holmgren expressed his thanks to the deputies for watching over our Town. He sees them quite often in the morning heading to work. Sherriff Potter said that is good to hear because usually it is the opposite.

6. DEPARTMENT ASSIGNMENTS-Mayor Anderson presented the following department assignments:

Mayor Bruce W. Anderson: Memorial Day Sunrise Services, City Council and Planning Commission Christmas Dinner, Senior Citizens Christmas Party, Excavation Permits, Fire District, Mosquito Abatement Representative, Park.

Council Member Tyler Barnes: Beautification Committee, Easter Hunt, July 24th Celebration, Flags, Purchasing Agent, Youth Council.

Council Member Bruce Blake: Animal Control, Blue Stakes Requests, Emergency Preparedness, Planning and Zoning, Storm Drains/Field Drains (1st East Drain), Spring Clean-up, Utilities (Garbage & Street Lights).

Council Member Jared Holmgren: Sewer, Encroachments, Acme Water Representative, Roads, Sidewalks.

Council Member Kendall Julander: Building Permits, Cemetery, Flood Plain Administrator, Health Committee, Mayor Pro Tem (includes authorization to sign checks).

Council Member Patti Andersen: Civic Center, Irrigation, Irrigation Drains, Library Committee.

7. REAPPOINT TOWN CLERK- REAPPOINT CLERK AND TREASURER - Council Member Andersen motioned Sue Ann Holmgren be reappointed as Town Clerk/Records Officer. Council Member Holmgren recused himself from voting because Clerk Holmgren is his wife. Council Member Julander seconded the motion. All Council Members voted in favor with the exception of Member Holmgren who recused himself. Council Member Holmgren motioned Carol Andreasen be reappointed as Deputy Recorder/Treasurer. Council Member Blake seconded the motion. All Council Members voted in favor.

Carol S. Andreasen took the Oath of Office as Bear River City Deputy Clerk/Treasurer. The oath was administered by Town Clerk Sue Ann Holmgren.

Sue Ann Holmgren took the Oath of Office as Bear River City Clerk/Records Officer. The oath was administered by Deputy Clerk/Treasurer Carol S Andreasen.

8. DISCLOSURE STATEMENTS-Disclosure Statements were reviewed by the Mayor and Members of the City Council.

9. ADOPT ORDINANCE ESTABLISHING A DATE & TIME FOR 2016 REGULAR MEETINGS – Council Member Holmgren motioned Ordinance No 2016-01-01 stating the Town Council Meeting be held the first Wednesday of the month at 7:00 pm. Council Member Blake seconded the motion, all voted in approval.

10. REVIEW CITY FEE SCHEDULE (POSSIBLE CHANGES AND ADOPTION) – The City Fee Schedule was reviewed. In a past meeting the council voted to remove the Irrigation Lateral Maintenance Fee and it has not been removed from the schedule. It was suggested to increase Civic Center and Park Rent \$25, Civic Center Hourly rate from \$15 to \$20, and to add a \$50 cleaning deposit to rent the cook shack at the Park. Council Member Barnes motioned the amended fee schedule be approved with the suggested changes. Council Member Andersen seconded the motion. All council members voted in favor.

12. REVIEW CITY COMPENSATION SCHEDULE (POSSIBLE CHANGES AND ADOPTION) – The Compensation Schedule was reviewed. Mayor Anderson suggested raising the Clerk and Deputy Clerk/Treasurer wages 5%. He also suggested raising the Planning Commission Members wage that is now \$8.00 Per Diem for Each Meeting Attended. Council Members decided to change the wage to \$16.00 Per Diem for Each Meeting Attended. It was suggested to raise the Animal Control wage from \$7.50 per hour to \$10.00 per hour and take off the \$15 per trip to the animal shelter. It was also suggested to raise the Cemetery Grounds wage from \$9,360 per season (8 payments) to \$9,500 per season (8 payments). Mileage needs to be changed from 48 cents per mile to 56 cents per mile. Park, CC Grounds, Cookhouse wage per season from \$7,200 (8 payments) to \$7,350/season (8 payments). Snow Plow wage needs to be added to the schedule at \$25/hour. Council Member Blake motioned to adopt the City Compensation Schedule with the suggested changes. Council Member Barnes seconded the motion. Council Members Barnes, Julander, Holmgren and Blake voted in approval. Council Member Andersen voted against the motion. There will have to be a Public Hearing for raising the Clerk and Deputy Clerks wages.

13. RESERVE DATES FOR CITY ACTIVITIES – The following City events were scheduled for 2016 before reservations are available to the public – March 26th Easter Egg Hunt Park, April 15th & 16th Town Clean up Park, May 30th for Memorial Day Civic Center, July 16th Rodeo Queen Contest Park, July 18th – July 24th for the Sesquicentennial Celebration Park, December 15th Senior Christmas Dinner.

14. BUSINESS LICENSE APPLICATION FOR RISE AND SHINE WINDOW CLEANING – The Business License Application for Rise and Shine Window Cleaning was reviewed by the Council. Council Member Holmgren recuses himself from voting because this business is owned by his nephew. Council Member Barnes motioned to approve the Business License Application for Rise and Shine Window Cleaning. Council Member Julander seconded the motion. All voted in favor with the exception of Council Member Holmgren who recused himself.

15. POLICIES – SOCIAL MEDIA, WRITTEN DISCLOSURE, NEPOTISM – Clerk Holmgren is still working on a Social Media Policy. Resolution No. 2011-09-04 page 3 covers the written disclosure as long as the code referred to is the same. The Council reviewed Resolution No. 2016-01-02 Nepotism Policy. Council Member Andersen motioned to adopt Resolution No. 2016-01-02 Nepotism Policy. Council Member Holmgren seconded the motion. All voted in favor.

16. PROPOSED POLICY ON OVERDUE ACCOUNTS – Deputy Clerk Andreasen needed to leave the meeting early so this will be tabled until next month.

17. PLANNING COMMISSION RECOMMENDATION CONCERNING SEWER LINE BUILDING CODE REQUIREMENTS – This will be tabled until next month.

18. TRAININGS COMING UP –

Logan (Utah State Univ) on Saturday, January 9 from 8 am-noon (with live broadcasts to Vernal and Moab USU regional sites)

Provo (City Hall) on Saturday, January 23 from 8 am-noon

SLC (City Hall) on Saturday, February 6 from 8 am-noon

Council Members Julander, Holmgren, Blake, Clerk Holmgren and Mayor Anderson will be attending the training in Logan on January 9th. Council Member Barnes asked them to bring him a book from the training.

19. UPDATE ON COMPLAINTS AND ACTIONS TAKEN – None.

20. VACANCIES IN COMMISSIONS, BOARDS, & COMMITTEES – With the advice and consent of the Council Mayor Anderson would like to appoint Toni Millhone to the Planning Commission for another term. Council Member Holmgren motions to appoint Toni Millhone to the Planning Commission for another term. Council Member Barnes seconded the motion. All voted in favor.

Deon Anderson's Planning Commission term has ended and does not want to be reappointed. We now have one vacancy on the Planning Commission.

20. DEPARTMENTS – Council Member Holmgren asked that during winter burials we make sure the site is cleared of snow so people will not be standing in the snow.

Wireless at Cookshack to run Card Reader - Council Member Barnes reported that Frontier would run a line to the cook shack for free. It would cost an extra \$30/month. You can put it on a temporary suspend for approximately \$6.00/mo.

Lt Governor will be touring Bear River City the end of January. If anyone has any questions for him let Mayor Anderson know.

22. PUBLIC COMMENT – None

23. UNFINISHED BUSINESS – None

Adjournment – Council Member Barnes motioned to adjourn at 10:00 pm with Council Member Holmgren seconding the motion and all voting in favor.

Minutes approved on February 3, 2016.

Sue Ann Holmgren, Town Clerk

Bruce W Anderson, Mayor